

CENTRAL INTELLIGENCE AGENCY  
Washington, D. C.

25X1A

NOTICE  
NO. [REDACTED]

19 January 1953

SUBJECT: Assignment of Enlisted Military Personnel

1. Enlisted personnel may be assigned to Departmental positions only in the Military Personnel Division, Personnel Office, with the exception that those returning from normal overseas tours with less than four months remaining in their current assignments and who are to be employed by the Agency as civilians may be temporarily assigned to any other Departmental positions where their services can be utilized. However, in such cases retention overseas beyond the two-year Agency tour should be encouraged, providing the service tour for the area is not exceeded.

2. Enlisted personnel serving overseas who are acceptable for employment at their stations in civilian capacities may be retained beyond the normal two-year Agency foreign duty tour for the purpose of being discharged overseas, providing they agree to serve overseas in civilian capacities for periods conforming with Agency procedures and operational needs, normally not less than one year.

3. When enlisted personnel with not more than six months of service remaining in their current enlistments have completed their two-year Agency tours of overseas duty but do not intend to re-enlist or be employed by the Agency as civilians, the following will govern:

a. Where the service tour for the specific area will not be exceeded, the individual will be retained overseas, returning to the United States during the last sixty days of his term of enlistment.

b. Where the service foreign duty tour for the specific area will not permit the retention of enlisted personnel beyond the two-year Agency tour, the Field Commander will return such personnel to Headquarters upon completion of the service foreign duty tour. Such returnees will normally be made available for reassignments to their parent services unless the periods of remaining service are so short as to make reassignments uneconomical, in which case they will be retained in Departmental assignments until expiration of enlistment.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]  
WALTER REID WOLF  
Deputy Director  
(Administration)

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